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State of Alaska  
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION  
OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING

ALASKA BOARD OF BARBERS AND HAIRDRESSERS  
Minutes of the meeting on August 20, 2019

By the authority of AA 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Alaska Board of Barbers and Hairdressers was held via videoconference on Monday, August 20, 2019.

**Written meeting minutes only reflect a brief overview of the business conducted during the board meeting. For a more detailed account, please request a copy of the meeting recording.**

The Chair brought the meeting to order at 9:10 am via videoconference.

**Board Members Present via videoconference, constituting a Quorum:**

Michelle McMullin  
Terriann Shell  
Jessica Steele  
Kevin McKinley  
Vershawn Idom (Shawn)  
Jennifer Lombardo-Chair  
Willie Canady (Mae)

**Staff Members present:**

Dawn Hannasch- Records and Licensing Supervisor  
Dawn Bundick - Investigator  
Karina Medina - Investigative Probation Monitor  
Sharon Walsh – Deputy Director  
Amber Whaley – Sr. Investigator

**Members from the public:**

**Review the Agenda:**

Board Chair, Jennifer Lombardo requested that the board review the approved agenda.

**Ethics Disclosure:**

There were no ethics violations reported

**Review Meeting Minutes:**

46 The board reviewed the drafted meeting minutes from the May 2019 meeting. Board Chair, Jennifer  
47 Lombardo provided some corrections to staff.

48

49 **In a motion duly made by Terriann Shell, seconded by Michelle McMullin, with unanimous**  
50 **consent, it was resolved to approve the May 2019 meeting minutes as amended.**

51

52 **Old Business:**

53

54 **A. Inspection Regulations**

55

56 **In a motion duly made by Kevin Mc Kinley, seconded by Mae Canady with a roll call vote, it**  
57 **was resolved to draft similar language as written in Article one, 18 AAC 23, for the inspection**  
58 **regulations.**

59

60 **Mae Canady - Yes**

61 **Jessica Steele - Yes**

62 **Shawn Idom - Yes**

63 **Michelle McMullin - Yes**

64 **Terriann Shell - Yes**

65 **Kevin McKinley – Yes**

66 **Jennifer Lombardo- Yes**

67

68 Board Investigator, Dawn Bundick presented the board with a draft of the inspection form. She  
69 stated that she used information from the DEC and Anchorage municipality inspection forms to  
70 create the draft. Ms. Bundick also stated that she received input from each board member  
71 representing different industries. The board discussed the difference between a “spot check”  
72 and complaint-driven checks.

73

74 Board Chair, Jennifer Lombardo brought the boards attention the drafted regulations that were  
75 provided by Michelle McMullin and Dawn Bundick. The information on the draft provided was  
76 pulled directly from Article 1 of 18 AAC 23 and added to the requirements as recommended by  
77 industry representatives on the board. The board worked to discuss each aspect throughout the  
78 meeting and may hold a meeting in September to complete the document. Once the draft is  
79 complete, board staff will forward it onto the regulations specialist.

80

81 **Break 10:55 – 11:00**

82

83 **Regulatory Reform:**

84

85 Board Chair Lombardo welcomed CBPL Deputy Director Sharon Walsh to the meeting. The board and  
86 Deputy Director Walsh spend a few moments getting acquainted. Ms. Walsh directed the board's  
87 attention to the powerpoint document that was provided by staff in the board packet. Ms. Walsh went  
88 on to explain the idea of right touch regulations and challenged the board to do a serious review of the  
89 programs statutes and regulations. Using the criteria provided in the presentation, Ms. Walsh requested  
90 that the board ask themselves if the statutes and regulations are relevant, current, or if they are unduly  
91 cumbersome to the industry. The board instructed that staff add this task to each board meeting so that  
92 the board may devote dedicated time to this project.

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**Old Business:**

- B. Microblading & Microneedling - due to time constraints, this topic will be added to the October 2019 meeting.
- C. Statutes & Regulations Update – Conventions/Temporary Licenses - due to time constraints, this topic will be added to the October 2019 meeting.
- D. Statute & Regulations – License Hours, ect., Added to regulations - due to time constraints, this topic will be added to the October 2019 meeting.

**Lunch 12:02 – 1:00**

**Public Comments:**

None in attendance wished to offer comments.

**New Business:**

- A. Position statement from the board regarding Face painting and “crazy hair” services at special events:

After reviewing past meeting minutes and discussing this topic, the board opted to table this discussion for the October 2019 meeting.

**In a motion duly made by Keven McKinley, seconded by Jessica Steele, with unanimous consent, it was resolved to table the discussion on position statement from the board regarding Face painting and “crazy hair” services at special events until the October 2019 meeting.**

- B. NABBA Membership & Staff Travel

The board discussed the desire that they have to send board members and staff to conferences for training and networking with other states. Records and Licensing Supervisor Dawn Hannasch reminded the Board about Gov. Dunleavy’s memo dated February 14, 2019, that has restricted out of state travel. If the board can provide staff with a justification for requesting this non-refundable travel and membership fees for NABBA and NIC, staff would be happy to submit invoices and travel request. However, the staff is unable to justify these expenses and does not plan to submit them unless instructed by the board.

**Investigative Review:**

Investigator Bundick, Probation Monitor Madina, and Sr. Investigator Whaley presented the board with the reports as follows:

- A. Investigative Report: From April 16, 2019 through July 31, 2019, the Division opened 11 matters and closed 7. Twenty-nine remain in-going and under active investigation or are

139 pending litigation and/or board action. Eight license compliance checks were also  
140 conducted.

141  
142 **B. Probation Report:** There are currently 12 individuals being monitored on probation. Of  
143 which four are out of compliance at this time.

144  
145 **C. Investigative Case Review:** Investigator Bundick presented the board with five consent  
146 agreements and one license surrender. The board and Ms. Bundick reviewed each case in  
147 detail with the following outcomes:

148  
149 **In accordance with the provisions of Alaska Statute 44.62.310(c), I Kevin McKinley move to go**  
150 **into executive session for the purpose of discussing (2) subjects that tend to prejudice the**  
151 **reputation and character of any person, provided the person may request a public discussion,**  
152 **seconded by Michelle McMullin with a unanimous consent.**

153  
154 **Executive Session 2:15 – 2:24**

155  
156 **In a motion duly made by Michelle McMullin, seconded by Terriann Shell with a roll call vote,**  
157 **it was resolved to adopt the consent agreement for Cayla Socha, case #2016-001420**

158  
159 **Mae Canady - Yes**  
160 **Jessica Steele - Yes**  
161 **Shawn Idom - Yes**  
162 **Michelle McMullin - Yes**  
163 **Terriann Shell - Yes**  
164 **Kevin McKinley – Abstain**  
165 **Jennifer Lombardo- Yes**

166  
167 **In a motion duly made by Kevin McKinley, seconded by Michelle McMullin with a roll call vote**  
168 **it was resolved to adopt the consent agreement for Nancy VabBuskirk, case #2017-000027**

169  
170 **Mae Canady - Yes**  
171 **Jessica Steele - Yes**  
172 **Shawn Idom - Yes**  
173 **Michelle McMullin - Yes**  
174 **Terriann Shell - Yes**  
175 **Kevin McKinley – Yes**  
176 **Jennifer Lombardo- Yes**

177  
178 **In a motion duly made by Shawn Idom, seconded by Michelle McMullin with a roll call vote it**  
179 **was resolved to adopt the consent agreement for Carolyn Western DBA True Salon and Spa,**  
180 **case #2018-001238**

181  
182 **Mae Canady - Yes**  
183 **Jessica Steele - Yes**  
184 **Shawn Idom - Yes**  
185 **Michelle McMullin - Yes**

186 Terriann Shell - Yes  
187 Kevin McKinley – Yes  
188 Jennifer Lombardo- Yes

189  
190 In a motion duly made by Mae Canady, seconded by Michelle McMullin with a roll call vote it  
191 was resolved to accept the license surrender of Lana J. De’Rossett case #2013-001618, #2014-  
192 001045, and #2015-000747

193  
194 Mae Canady - Yes  
195 Jessica Steele - Yes  
196 Shawn Idom - Yes  
197 Michelle McMullin - Yes  
198 Terriann Shell - Yes  
199 Kevin McKinley – Yes  
200 Jennifer Lombardo- Yes

201  
202 In a motion duly made by Shawn Idom, seconded by Mae Canady with a roll call vote it was  
203 resolved to adopt the consent agreement for Saeed McKoy, case #2018-000339

204  
205 Mae Canady - Yes  
206 Jessica Steele - Yes  
207 Shawn Idom - Yes  
208 Michelle McMullin - Yes  
209 Terriann Shell - Yes  
210 Kevin McKinley – Yes  
211 Jennifer Lombardo- Yes

212  
213 In a motion duly made by Jessica Steele, seconded by Shawn Idom with a roll call vote it was  
214 resolved to adopt the consent agreement for Kimberly A. Savland, DBA Alaska Academy of  
215 Advanced Cosmetology, case #2017-000006

216  
217 Mae Canady - Yes  
218 Jessica Steele - Yes  
219 Shawn Idom - Yes  
220 Michelle McMullin - Yes  
221 Terriann Shell - Yes  
222 Kevin McKinley – Yes  
223 Jennifer Lombardo- Yes

224  
225 **Application Review:**

226  
227 Chair Lombardo directed the board's attention to three application files that require a review of all out  
228 of country training.

229  
230 In a motion duly made by Michelle McMullin, seconded by Shawn Idom, with a roll call vote, it  
231 was resolved to accept the training for applicant K.C. Also, K.C. is required to submit proof of  
232 additional hours: 10 hours of sanitation, five hours of anatomy, and five hours of Alaska law.

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**Mae Canady - Yes**

**Jessica Steele – No** – Ms. Steele believes that because of the many years of active work, K.C. should not have to provide proof of additional training to meet Alaska statutes.

**Shawn Idom - Yes**

**Michelle McMullin - Yes**

**Terriann Shell - Yes**

**Kevin McKinley – Yes**

**Jennifer Lombardo- Yes**

Because the board requires official transcripts, they were unable to decide to accept the out of country training for applicant L.Q. until they are received by staff. The application will be tabled until it is complete.

The board moved onto the transcripts of E.S. This file was also tabled until the school can provide the breakdown for the board. The information provided is unclear and needs to be broken down to determine if the training as required in Alaska, was accomplished.

Staff will reach out to all three applicants to notify them of the board's requirements.

**Break 2:35 – 2:45**

**Administrative Business:**

The board read through three pieces of correspondence that were provided by staff.

- A. Mr. Juan Matias addressed the board in his letter regarding the requirements for a written exam when coming from another state or country. Board member Shawn Idom will provide staff with a response.
- B. The next piece of correspondence came from Ms. Messina. She shared her concerns with the board about the delay in processing and the 30-day requirement as laid out in the program regulations regarding those who wish to take exams. RLS, Dawn Hannasch explained that the date that staff uses is the date the item was received in our office, not the day that staff processes it. The board is concerned about staff backlog and have suggested that applicants bring their paperwork to either Juneau or Anchorage as an alternative to mailing in the documents.
- C. Staff member Cynthia Spencer addressed the board in the last piece of correspondence regarding an inquiry made by Kodiak High School. The board provided Ms. Spencer with the information required to pass along to KHS, which is that they would need a school license and a licensed instructor to accomplish their goal in the future. Ms. Spencer will reach out to KHS in writing.

Hearing nothing further, Board Chair Lombardo reviewed all assigned tasks with the board. She also stated that she and staff would work on the agenda for October so that a determination can be made regarding a meeting in September 2019 for the sole purpose of drafting the inspection regulations.

280 Board Chair Lombardo adjourned the meeting at 4:21

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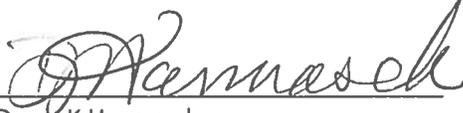
282

283 Respectfully submitted,

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287

Dawn K Hannasch

10/7/19

Date

288

Records and Liocensing Supervisor

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291



292

Jennifer Lombardo

10/7/19

Date

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Board Chair